

AUDITOR GENERAL (50)

AGENCY PLAN MISSION, GOALS AND BUDGET SUMMARY

AGENCY MISSION:

The mission of the Office of the Auditor General (OAG) is to act as an independent, full-service appraisal function to examine and evaluate the City's activities in order to improve the accountability for public funds and to improve the operations of City government. We promote the economy, efficiency, and effectiveness of City government, and protect against fraud, waste, and abuse, by conducting independent audits, investigations, and evaluations; by keeping the City Council and the Mayor fully and currently informed of our work; by committing to total quality; by adhering to the professional standards of the auditing profession; and by promoting an atmosphere of mutual trust, honesty, and integrity among OAG staff and the people we serve.

AGENCY FINANCIAL SUMMARY:

2002-03 <u>Requested</u>		2001-02 <u>Budget</u>	2002-03 <u>Recommended</u>	Increase <u>(Decrease)</u>
\$ 2,800,939	City Appropriations	\$ 3,037,831	\$ 2,756,533	\$ (281,298)
\$ 2,800,939	Total Appropriations	\$ 3,037,831	\$ 2,756,533	\$ (281,298)
\$ 200,000	City Revenues	\$ 300,000	\$ 200,000	\$ (100,000)
\$ 200,000	Total Revenues	\$ 300,000	\$ 200,000	\$ (100,000)
\$ 2,600,939	NET TAX COST:	\$ 2,737,831	\$ <u>2,556,533</u>	\$ (181,298)

AGENCY EMPLOYEE STATISTICS:

2002-03 <u>Requested</u>		2001-02 <u>Budget</u>	04-01-02 <u>Actual</u>	2002-03 <u>Recommended</u>	Increase <u>(Decrease)</u>
<u>26</u>	City Positions	<u>26</u>	<u>16</u>	<u>20</u>	(6)
26	Total Positions	26	16	20	(6)

ACTIVITIES IN THIS AGENCY:

	2001-02 <u>Budget</u>	2002-03 <u>Recommended</u>	Increase <u>(Decrease)</u>
Auditing Operations	\$ 3,037,831	\$ 2,756,533	\$ (281,298)

AUDITOR GENERAL (50)

AUDITING OPERATIONS ACTIVITY INFORMATION

ACTIVITY DESCRIPTION: AUDITING OPERATIONS

The OAG performs audits of each City agency and prepares written reports that convey the resultant audit findings and recommendations to the City Council, the Mayor, and the management of each agency.

The OAG also performs special projects and other work, as requested by City Council, as initiated internally, or as required by City Code. Many of these projects result in formal reports or other communications to City Council. The Office also analyzes the Mayor's proposed City budget for City Council each fiscal year.

The annual financial audits of the City and its Federal financial assistance programs are performed by qualified outside auditors hired by the Office of the Auditor General.

GOALS AND OBJECTIVES:

1. Improve the auditing and consulting capabilities of the OAG staff;
2. Improve the quality and timeliness of audit reports;
3. Complete a minimum of ten performance audits and ten financial audits.
4. Identify opportunities for expense savings and increased revenues.

MAJOR INITIATIVES

The OAG's major initiative planned for the fiscal year is a Risk Management Assessment. The assessment will entail a review of the City's Risk Management process, benchmarking the City's Risk Management processes, and a list of opportunities for major reduction of claims against the City.

AUDITOR GENERAL (50)***AUDITING OPERATIONS MEASURES AND TARGETS***

Goals: Measures	1999-00 Actual	2000-01 Actual	2001-02 Projection	2002-03 Target
Conduct Internal Control Reviews and/or operational/performance audits and submit Reports on related findings to the Mayor and to City Council: Internal Control and Performance Audit Reports Submitted	12	7	8	6
Perform audits of financial transactions of City agencies and submit reports on related Findings to the Mayor and to City Council: Reports on Audits of Financial Transactions	0	6	5	6
Perform special projects, such as investigations, benchmarking, research, and City Council requests: Special Project Reports Issued	9	5	5	6
Hear and make decisions on all claims forwarded from the Law Dept and communicate the outcome in a timely manner: Claims hearings	117	107	110	110
Activity Costs	\$2,675,981	\$3,018,750	\$3,037,831	\$2,756,533

CITY OF DETROIT
Auditor General
Financial Detail by Appropriation and Organization

Administration & General Office	2001-02 Redbook		2002-03 Dept Final Request		2002-03 Mayor's Budget Rec	
	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Auditing Operations						
<i>APPROPRIATION</i>						
<i>ORGANIZATION</i>						
00261 - Auditing Operations						
500010 - Administration & General Office	5	\$779,315	5	\$772,107	5	\$757,799
500020 - Auditing-Operations	21	\$2,258,516	21	\$2,028,832	15	\$1,998,734
APPROPRIATION TOTAL	26	\$3,037,831	26	\$2,800,939	20	\$2,756,533
ACTIVITY TOTAL	26	\$3,037,831	26	\$2,800,939	20	\$2,756,533

CITY OF DETROIT
Budget Development for FY 2002 - 2003
Appropriations - Summary Objects

	2001-02 Redbook	2002-03 Dept Final Request	2002-03 Mayor's Budget Rec
AC0550 - Auditing Operations			
<i>A50000 - Auditor General</i>			
SALWAGESL - Salary & Wages	1,382,975	1,179,885	1,179,885
EMPBENESL - Employee Benefi	713,399	633,828	589,422
PROFSVCSL - Professional/Cont	743,925	783,519	783,519
OPERSUPSL - Operating Supplie	26,000	13,000	13,000
OPERSVCSL - Operating Service	146,532	142,007	142,007
CAPEQUPSL - Capital Equipmen	0	15,200	15,200
OTHEXPSSL - Other Expenses	25,000	33,500	33,500
<i>A50000 - Auditor General</i>	<i>3,037,831</i>	<i>2,800,939</i>	<i>2,756,533</i>
AC0550 - Auditing Operations	3,037,831	2,800,939	2,756,533
Grand Total	3,037,831	2,800,939	2,756,533

CITY OF DETROIT
Budget Development for FY 2002 - 2003
Appropriation Summary - Revenues

	2000-01 Actuals	2001-02 Redbook	2002-03 Dept Final Request	2002-03 Mayor's Budget Rec	Variance
A50000 - Auditor General					
<i>00261 - Auditing Operations</i>					
449125 - Personal Services	204,415	300,000	200,000	200,000	(100,000)
474100 - Miscellaneous Receipts	25	0	0	0	0
<i>00261 - Auditing Operations</i>	<i>204,440</i>	<i>300,000</i>	<i>200,000</i>	<i>200,000</i>	<i>(100,000)</i>
A50000 - Auditor General	204,440	300,000	200,000	200,000	(100,000)
Grand Total	204,440	300,000	200,000	200,000	(100,000)

CITY OF DETROIT
MAYOR'S 2002/2003 RECOMMENDED BUDGET

Auditor General

Appropriation	REDBOOK FY		DEPT REQUEST		MAYORS FY	
Organization	2001	2002 FTE	FY 2002	2003 FTE	2002	2003 FTE
Classification						
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00261 - Auditing Operations						
500010 - Administration & General Office						
Auditor General		1		1		1
Deputy Auditor General		1		1		1
Chief Auditor		1		1		1
Executive Secretary III		1		1		1
Senior Typist		1		1		1
		<hr/>		<hr/>		<hr/>
Total Administration & General Office		5		5		5
500020 - Auditing-Operations						
Manager II - Auditor General		2		2		1
Senior Auditor		6		6		4
Auditor		13		13		10
		<hr/>		<hr/>		<hr/>
Total Auditing-Operations		21		21		15
		<hr/>		<hr/>		<hr/>
Total Auditing Operations		26		26		20
		<hr/>		<hr/>		<hr/>
Agency Total		26		26		20